



Capital Improvements Committee

October 20, 2015

MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, October 20, 2015 at 1:00 P.M. in the north meeting room of Oshtemo Township, 7275 West Main St., Kalamazoo, Michigan. Persons in attendance included Nancy Culp, Zack Ford, Libby Heiny-Cogswell, Tim Mallett, James Porter, Mark Worden and Marc Elliott. Tom Wheat had earlier requested leave of absence due to other commitments.

1. Meeting Summary. Chairman Bushouse asked for review and comment on the summary of the July 21st, 2015 meeting. Upon motion by Hein-Cogswell and second by Mallett the summary was approved without change.
2. 2016-2021 Capital Improvement Plan. The Oshtemo Township Capital Improvement Plan was made available through the Oshtemo web site. A brief discussion followed which included funding strategies.
3. Proposed Public Water Ordinance Amendment. The Township Board will entertain a first reading of this amendment at their October 27th meeting. Members endorsed the proposed revisions.
4. Proposed Wastewater Service Ordinance Amendment. The Township Board discussed this proposal at their last work session. The CIC membership continue to endorse and recommend to the Township Board the adoption of a mandatory connection requirement which is considerate of resident's investment, and allowed a reasonable septic system service-life.
5. G Avenue/Road/Sidewalk/Shared Use Pathway Assessment Policy. Members discussed that by Township Policy, local roadway reconstruction projects are to have property owners pay 50% of the cost through a special assessment. Every road will eventually require reconstruction. Per the passer rating, the number of road miles which need reconstruction continues to slowly rise. G Avenue is one example where the Township concurs with the need for a reconstruction project, but residents have been unwilling to support a special assessment. In recent history, no reconstruction project has gone forward. An alternative funding strategy should be considered, and the new strategy should be integrated with the pavement road reconstruction associated with extensions of public sanitary sewer. Members noted that Climax, Alamo, Texas, K-Township and Charleston had all recently taken steps to increase roadway funding through millage, special assessment, or other means.
6. 2016 Roadway Maintenance Projects. Members reviewed work materials provided by Mr. Worden. Preliminary pavement "paser" ratings were reviewed against the anticipated 2017

roadway budget. A tentative 2016 scope of work was outlined. Staff was directed to further develop the specific projects with RCKC staff and the Township Board.

7. 2016 Fee Adjustments. Member discussed the adjustment of utility fees for 2016. Marc reported that he reviewed current fees with Tom Wheat of Prien&Newhof. Marc summarized these discussions to say that overall, Tom felt our fees were properly aligned with true cost. They are well in-the-pack with other Townships. Tom further indicated that due to the economy, not too many projects have been completed in recent years. As a consequence, the true-cost pricing was hard for him to predict/estimate with much confidence. There has also been notable internationally-driven price fluctuations. For example, PVC pipe availability was a problem due to a spike in demand from China. In summary, Tom and Marc both advised members that it may be best to wait and not adjust prices at this time. However, when actual project costs through bidding or other means leads to further price-confidence, then utility connection fees should be reconsidered. Irrespective of the above discussion, Marc advised members that the cost of the water service connections (water main taps) was known. Based upon current price increases, Marc recommended that the water connection service be increased from \$50 to \$100. Members elected to recommend a fee increase of \$50 to the Board.
8. Next Meeting. The next regularly scheduled meeting of the CIC for Oshtemo is January, 19, 2016 at 1:00 PM.